**–Prepared Classroom Plus Funding Request Letter for Teachers–**

Superintendent/Principal/PTO President  
School/School District

Address

City, State, Zip

Date

Dear [Superintendent/Principal/PTO/Other]:

I am submitting this funding request to purchase Prepared Classroom professional development by Teach Daily. Prepared Classroom is a system that provides organization, structure, consistency, and confidence for teachers and students.

In Prepared Classroom I will learn a system that helps students develop consistent routines, allows them to be truly engaged in learning, and develop lifelong habits of reading, writing, and self-regulation. In addition, I will get the tools I need to make instructional choices and assess student progress towards goals that we set together.

Prepared Classroom is about the how of teaching and learning, more than the what. Our curriculum, standards and district goals align with and are enhanced by this training,

This professional development will enhance my teaching skills, improve the overall environment for students in my classroom, and introduce me to a network of peers who are also implementing these practices.

This training includes:

* one year access to nine courses (Relationships First, Purposeful Learning Environment, Daily Routines, Independent Reading, Getting Started with Conferring, Brief and Effective Lessons, Independent Writing, Assessment and Goal Setting, and Authentic Transfer),
* an online live one-day course,
* one-year access to the online resources TheDailyCAFE.com and ConferringNotebook.com,
* monthly support Zoom sessions with the Teach Daily Team, and more.

[This page](https://www.teachdaily.com/prepared-classroom) explains all about what is included in **Prepared Classroom Plus**.

Please consider funding this training opportunity so that I can grow and enhance my practices all year long. If purchased separately the training and resources included in Prepared Classroom Plus total over $1000, so $599 is a great value that can have a tremendous impact on both me and my students.

Thank you for supporting professional development for educators.

Sincerely,

[Your Name]